

IDAHO COUNCIL ON DEVELOPMENTAL DISABILITIES

GOVERNANCE COMMITTEE MEETING

Thursday, April 23, 2009

10:45 a.m. – 12:15 p.m.

Hampton Inn and Suites, Boise

Committee Members: Angie Flores, Toni Belknap Brinegar, Jo Lynn Garrison, Dona Butler, Mike Smith

Visitors: Jacque Hyatt

Staff: Marilyn Sword, Amanda Holloway

DRAFT MINUTES

AGENDA ITEM	ACTION
Call to order <ul style="list-style-type: none">- Welcome and Introductions- Perfection of Agenda- Announcements	The meeting was called to order at 10:50 a.m. No changes to the agenda. No announcements.
Approval of minutes →	On page three it should read “It was suggested by the Committee that... ” delete “thought”. Last page “ teleconferences ” is misspelled. Angie moved to approve the minutes as amended for the January 29, 2009 meeting. Mike seconded. Motion passed unanimously.
Follow up to action items from January <ul style="list-style-type: none">- Discussion of conference funding application and process	The committee reviewed the revised application, letter, and action plan format. Toni asked that the Ò on the application should be removed and the letter should say “ 30 days after the conference...”. Dona stated that she thinks the format is much easier to understand regarding what the Council expects. Mike asked what happens if the person doesn’t write a report on the conference after 30 days. Toni explained that they wouldn’t be reimbursed if they don’t submit a report. The Committee liked the changes.

<p>Conference Funding Requests/Reports</p> <ul style="list-style-type: none">- Ryan Sullivan request <p>→</p>	<p>Ryan Sullivan (Joni's son) submitted an application to attend the Annual National Down Syndrome Congress (NDSC) conference. Marilyn said that she explained to Joni there is a cap of \$500 per family; she didn't need to submit a conference funding application for both of them. Ryan also applied for scholarships through the NDSC. Jo asked if he is approved for a scholarship how that would work. The program doesn't mention anything about scholarships. Toni thought the scholarship would only cover registration. As a result of attending, Ryan could also be connected with other self advocates in Region 1 where we have had difficulty recruiting self advocates for Council projects. The committee stated they would like Ryan to do a report on the conference; if possible, they would prefer it to be in person.</p> <p>Motion by Angie to fund the \$500 on the condition Ryan does a report for/at the Fall Council Meeting. Dona seconded. Motion passed unanimously.</p>
<p>Recommendation from Membership Committee for change to Policy 103 – Council member application and review process</p>	<p>The Committee reviewed the recommendations by the Membership Committee to revise Policy 103. The changes are really to reflect the current process. Jo asked if the Governor could appointment someone to the Council without having a completed application. Marilyn stated that the Governor could appoint anyone he chooses to the Council but in the past, the Governor(s) have liked our process and tend to appoint those recommended by the Council's Membership Committee. We send all of the applications to the Governor's office</p>

Policy changes (cont'd)

with recommendations for appointments and alternates. For the current membership recruitment, Ron and Alonzo interviewed new candidates and provided input from those interviews to assist the Membership Committee in reviewing the applications. Jacque asked about checking references for all the applicants since we don't know if the Governor will choose an alternate. For now, the committee only checked references for those it recommended for appointment.

Marilyn informed the committee about a new application form required by the Governor's office for all appointments to councils and commissions. It includes questions about political affiliation and criminal convictions and gives permission to do a background check; these applications are confidential and will only be viewed by the Governor's office. The Membership Committee will not see that information. Marilyn spoke with the Governor's office and they agreed to allow modification of their application to reference the information that may already be included in the Council's application form. After the Membership Committee has reviewed the applications and made their recommendations, Marilyn will then attach the Governor's applications and deliver them over to the Governor's office for action. The Governor's office is paying for all background checks; there is no cost to the Council. Jacque thought the Governor's office might be using the state police background check, which costs about \$25 and is pretty basic. Jo asked if identifying the political party is infringing on right to privacy acts. Angie wondered if other state's applications ask for political affiliation. Marilyn said that

<p>Policy changes (cont'd)</p> <p>→</p>	<p>when political party affiliations have been voluntarily included on applications in the past, they do not appear to have affected the application. Marilyn agreed to call Ann Beebe (the Governor's appointment staff) to find out if indicating a political affiliation is optional and if it is, we can indicate that on the form in the future. References will be checked for the top applications only. Marilyn explained if a member resigns (depending on when in the term it is) the committee may pull from previous applicants, request more applicants or wait until the next recruiting period.</p> <p>The Committee discussed the recommended changes to Policy 103 (in the meeting packet) and made one change. Subsection 5 shall read "Names and applications of all applicants with recommendations shall be forwarded to the Governor's office by the Membership Committee Chair."</p> <p>Mike moved to recommend the changes to Policy 103 as amended to the full council. Angie seconded. Motion passed unanimously.</p>
<p>Other – New Business</p> <p>New State Template for Websites</p> <p>Non-interference and state funding</p>	<p>Amanda told the committee about the Governor's request for all state agencies to use uniform website templates. We will be reviewing our website and making changes as needed to comply in the future. We will have some flexibility in tailoring the template to meet our needs.</p> <p>Marilyn shared a letter she had received from ADD regarding non-interference. She explained if and when it might be best to use it. Toni asked if the state</p>

	funding could be reduced. Marilyn explained that the state could reduce or withhold funding.
Wrap Up & Evaluation <ul style="list-style-type: none"> - Review Action Items - Agenda Items for Next Meeting 	<ul style="list-style-type: none"> • Response from Governor's office about indicating political affiliation • Conference funding requests and reports
Adjourn	Meeting adjourned at 12:17 pm